

REQUEST FOR TASK ORDER PROPOSAL – CY-0029-SB3

Date: 28 August 2017

PWS Title: ADNS External and Network Interfaces Integration Engineering Support

Incumbent: None

Encl: (1) PWS
(2) CDRL
(3) QASP

Follow-on Information:

Note: It is NOT contemplated that there will be a follow-on effort.

Proposal Information:

- The Government reserves the right to clarify certain aspects of one or more of the proposals, without contacting all offerors, unless such communication is used to materially alter the technical or cost elements and/or otherwise revise the proposal.
- This is a competitive request for task order proposal issued in accordance with Federal Acquisition Regulation (FAR) 16.505(b). As such, the Government desires more than one offeror to submit a proposal to this action. To that end, the Government requests that, should a potential offeror decide not to bid on this action, they document to the Government via email why no proposal is being submitted. In this email, the offeror is requested to indicate if additional time to respond to the RFP would cause the offeror to submit a proposal; and if so, how much additional time would be required. If the Government does not receive an affirmative response indicating more time is required, the Government may decide not to extend the time allotted for receipt of proposals. Additionally, if the offer decides to not bid, they are requested to document if this is due to the minimum personnel qualifications being too restrictive. If this is the reason, the offeror shall provide the labor categories with new minimum experience levels that would allow them to bid.
- Prime contractors must ensure that any proposed subcontractors have an adequate accounting system for cost reimbursement type contracts if intending to propose subcontractors as CPFF. Subcontractors with an adequate accounting system for cost reimbursement type should be proposed CPFF. Subcontractors that do not have an adequate accounting system should be proposed as fixed price type (preferable) or T&M if the subcontractor requirements will not support fixed price.
- Task Order details:
 - Period of Performance: Two years (6 months base period and an option for an additional 18 months)

- Contract type: Level-of Effort
 - Estimated Labor Hours: 40,000
 - Severable
- Fee: Fee shall be proposed in accordance with Clause 5252.216-9204 of applicable basic contract. It is hereby understood and agreed that the fixed fee is based upon the Contractor providing the proposed number of staff-hours of direct labor.

Proposal Submission Instructions and Evaluation Factors

Pages shall be 8 ½ x 11. Font size shall be not less than 10 point, including charts and graphs. Proposal Submission shall contain the following volumes and page limitations:

- I. Technical Volume/ Minimum Personnel Qualifications (total page limit: 27) (2 pages per each resume and three pages for the summary requested below)
- II. Cost Volume (total page limit: 5)

Instructions for Factor I - Technical Volume/ Minimum Personnel Qualifications

Offerors shall submit a summary, no longer than three (3) pages in length, listing the labor categories, key personnel, and labor hours for each person. The summary shall contain a matrix/staffing plan that shows which labor categories will perform each of the tasks in the PWS.

Below is a chart summarizing the Government's estimated level of effort for this acquisition. Offerors are encouraged to propose the total labor hours listed below. Offerors shall propose a labor mix **where the collective experience of the labor** category/categories proposed satisfies the requirements listed below and a labor mix that has the necessary skills and experience to perform the tasks identified in the PWS. **The Government's estimate of total labor hours associated with this effort is 40,000 hours: (10,000 hours for the 6 month Base Period of Performance, and 30,000 hours for the 18 month Option Period of Performance).**

Offerors shall provide a thorough, written rationale for ANY deviation from the estimated labor hours per labor category/categories or total labor hours provided in this RFP. Without a written rationale to support the deviation, an offeror's proposal may be deemed unacceptable and ineligible for task order award.

TABLE 1		
Labor Category (Government)	Contractor Equivalent Category	Total Hours
Admin Support		No Required Number of Hours (Government estimates

		300)
Senior Systems Engineer 1 & 2		1,920
System Analyst/SME 1, 2 & 3		2,880
(Systems) Engineer 1, 2, 3 & 4		3,840
Technical Writer 1		960
	TOTAL LABOR HOURS	9,900
TOTAL FOR Base Year 6 month Period of Performance		

TABLE 2		
Labor Category (Government)	Contractor Equivalent Category	Total Hours
Admin Support		No Required Number of Hours (Government estimates 900)
Senior Systems Engineer 1 & 2		5,760
System Analyst/SME 1, 2 & 3		8,640
(Systems) Engineer 1, 2, 3 & 4		11,520
Technical Writer 1		2,880
	TOTAL LABOR HOURS	29,700
TOTAL FOR Option Year 18 month Period of Performance		

NOTE 1: A resume is not required for the Admin Support position, if proposed.

NOTE 2: Copies of all DOD Cyber Security Workforce (CSWF) certifications are not required for the Admin support and Technical Writer positions.

To support this volume, offerors shall submit the following for all proposed personnel performing as labor categories listed in the minimum personnel qualifications chart below.

- A. **Resumes:** (not to exceed 2 pages each) Offerors shall identify personnel proposed to perform the associated PWS, and provide specific information pertaining to personnel qualifications **for each of the labor categories in the minimum personnel qualifications chart below.**

Each resume shall clearly show and substantiate that the individual in the resume meets or does not meet each corresponding personnel qualification as stated in Table 3 below. Submitted resume's shall include the following minimum information:

1. Employee name and labor category
2. Years of professional experience
3. Current position/title,
4. Educational history,
5. Chronology and summary of professional experience including clearly indicating that the individual meets the minimum personnel qualifications listed below.
6. Current level of security clearance
7. Copies of all DOD Cyber Security Workforce (CSWF) certifications

NOTE: The responsibility of adequately supporting personnel requirements listed in each resume is the responsibility of the offeror.

In the event the proposed individual is unable to perform after task order issuance, the offeror is required to submit the information requested in this RFTOP for the replacement individual and he/she will be evaluated accordingly.

B. The Government recognizes that some of the Labor Category titles used in the solicitation may not exactly match the titles normally used in a particular company operation. Accordingly, in order to permit a rapid comparison between the anticipated labor team shown below and the Offeror's actual labor mix, each proposal must provide the following:

1. Statement of the Offeror's normally used nomenclature for each labor category included herein, together with a copy of the Offeror's own position description for each labor category.
2. Statement of any additional labor categories, estimated hours and related qualifications for labor cost that will be a direct cost based on the offeror's accounting procedures (e.g. management and administrative labor costs.)
3. Subcontractor labor hours at all tiers should be shown in the same manner as described in paragraphs (1) and (2) above.

The minimum personnel qualifications chart is as follows:

TABLE 3	
Labor Category (Government)	Minimum Personnel Qualifications
Admin/Support	<ul style="list-style-type: none"> • Current SECRET level security Clearance.
Sr. Systems Engineer *	<ul style="list-style-type: none"> • A minimum of 4 years of experience supporting External/Network Interfaces Integration or as a system integrator on a tactical network system. • A minimum of 4 years of experience in networking interfaces. • Current SECRET level security Clearance. • IAT Level 2
Engineer * Systems Engineer *	<ul style="list-style-type: none"> • A minimum of 2 years of experience supporting External/Network Interfaces Integration or as a system integrator on a tactical network system. • A minimum of 2 years of experience in networking interfaces. • Current SECRET level security Clearance. • IAT Level 2
Technical Writer	<ul style="list-style-type: none"> • A minimum of 4 years of experience in technical writing in a DoD or DoN technical environment. • Current SECRET level security Clearance.
Systems Analyst/SME*	<ul style="list-style-type: none"> • A minimum of 2 years of experience in networking interfaces. • Current SECRET level security Clearance. • IAT Level 2

Evaluation of Factor I - Technical Volume/ Minimum Personnel Qualifications:

The Government will evaluate and provide an overall Acceptable or Unacceptable rating. An unacceptable rating in any evaluation factor will result in the offerors proposal being ineligible for contract award. Acceptable and Unacceptable is defined as follows:

ACCEPTABLE – Resume(s) clearly show that the proposed personnel meet each of the qualifications indicated in the minimum personnel qualifications chart.

UNACCEPTABLE – Resume(s) do not clearly show that the proposed personnel meet each of the qualifications indicated in the minimum personnel qualifications chart.

Instructions for Factor II – Cost/Price

Cost Proposal (NTE 5 pages - not including substantiating cost information, subcontractor proposal, or data to support the subcontractor analysis, if applicable). **Offerors shall propose a separate cost-plus-fixed-fee for the base period, each option period, and a total cost-plus-fixed-fee that includes all periods of performance.** Subcontractors need only submit total cost with labor categories and hours to the prime contractor. Subcontractor proposals, with the level

of detail as submitted by the prime contractor for the task order, shall be submitted directly to the Government by the subcontractor. **Proposals must include an Excel spreadsheet, with functional formulas that can be traced and verified by the Government.**

- (a) Individually listed labor categories, direct labor hours, direct / unburdened hourly labor rates for each labor category. Unless proposing a new labor category not listed in the basic solicitation, all proposed labor categories should either exactly match, or be mapped to the labor categories identified in the basic solicitation.
- (b) If applicable, ODC cost information shall include identification of: 1) material (consumable and non-consumables) purchase description and amount; 2) summary of travel costs to include identification of number of travelers, destination, and duration for each trip 3) other indirect cost, e.g. G&A, FCCM, Material Burden, etc.; 4) other direct costs not separately identified, e.g. reproduction, cell phones, equipment rentals, etc.; and, 5) subcontractors costs itemized with the same level of detail.
- (c) Show actual indirect rates used and note their application.
- (d) Show totals for individual cost elements, as well as the overall total for hours, estimated cost, and cost plus fee. Identify the average hourly labor rate for the overall proposal (computed by dividing total fully burdened labor cost by total labor hours).
- (e) If applicable, names of subcontractor(s) and type of subcontract(s). (Subcontractor proposals, if appropriate, shall be limited to 2 pages). Identify the total subcontractor pass-through cost proposed by the prime contractor (inclusive of associated fee).
- (f) Indicate the names and labor categories of the personnel who will be performing the effort and the location of their performance.
- (g) For each labor category, identify the fully burdened hourly labor rate inclusive of all applicable indirect costs and fee; also identify the annualized labor cost for each labor category by multiplying each fully burdened hourly labor rate by 2,080 hours.

Note: The Government intends include the following provisions in Section H of any resulting task order:

- (h) Notification in writing to the Contracting Officer, with copies furnished to cognizant Defense Contract Management Agency (DCMA) and Defense Contract Audit Agency (DCAA), will be required of any labor rates where the running total rate invoiced is in excess of 15% of proposed labor rate.

Evaluation of Factor II – Cost/Price: The offeror's overall cost and fee will be an evaluation factor. The Government will evaluate the proposed cost of each offer for realism and reasonableness in accordance with FAR Subpart 15.4. The breadth of the cost realism analysis may be limited to those offerors whose proposal(s) represent the most likely candidate(s) for award based on technical review and relative cost considerations.

RELATIVE IMPORTANCE OF FACTORS AND BASIS FOR AWARD:

This is a **Lowest-Price Technically Acceptable (LPTA) procurement**.

a. STEP ONE: Prior to evaluation of proposals, in accordance with the stated selection criteria, the Government will review proposals for compliance with the terms, conditions, and instructions of the RFP. Submitted proposals that take exception to any terms or conditions of the RFP, and/or fail to follow RFP may result in the proposal not being considered for task order award.

b. STEP TWO: An offerors proposal will be reviewed to determine Technical Acceptability. Technical Acceptability will be based on an assessment of the technical factor; Minimum Personnel Qualifications. An unacceptable rating in any factor will result in an overall Unacceptable rating for the Technical Volume and the offer will no longer be considered for award. If an offer is technically acceptable, the cost volume will be analyzed in accordance with FAR 15.404.

NOTICE: The Government may issue an order without discussions; consequently, it is the offerors responsibility to submit a proposal that conforms to all the terms and conditions of the solicitation and reflects the offerors best offer. However, the Government reserves the right to conduct discussions.

Organizational Conflict of Interest (OCI)

Offerors shall assert that performance of this task order does not result in an OCI or the offeror must submit an OCI Mitigation Plan. If an OCI Mitigation Plan is submitted, it shall include all elements included in OCI clauses in the basic contract.

Evaluation: The Contracting Officer will review the offeror's OCI assertion, and at any point in the ordering process, the Contracting Officer may also identify a potential OCI and require offerors submit an OCI Mitigation Plan. The Government's evaluation of an OCI Mitigation Plan will follow the procedures outlined in the offeror's basic contract clauses.

Representation Relating to Compensation of Former DoD Officials (NOV 2011)

(a) Definition. "Covered DoD official" is defined in the clause at DFARS 252.203-7000, Requirements Relating to Compensation of Former DoD Officials.

(b) By submission of this offer, the offeror represents, to the best of its knowledge and belief, that all covered DoD officials employed by or otherwise receiving compensation from the offeror, and who are expected to undertake activities on behalf of the offeror for any resulting contract, are presently in compliance with all post-employment restrictions covered by 18 U.S.C. 207, 41 U.S.C. 2101-2107, and 5 CFR parts 2637 and 2641, including Federal Acquisition Regulation 3.104-2.

Additional Subcontracting Guidance

When proposing to utilize a subcontractor not currently approved on the contract, the prime contractor shall include with their proposal an explanation that answers the questions below. Note that this explanation does NOT count against any page limits otherwise identified in this RFP.

When proposing an unapproved subcontractor, the explanation shall address:

- a. Why the prime cannot, or has chosen not to perform the task with in-house resources or the team of subcontractors already approved under the contract.
- b. Why it is in the Government's best interest to contract for the requirement through the prime vice alternate procurement strategies.
- c. If there was an unanticipated event that impacted the contractor's resources, what is the contractor doing to remedy?
- d. How was the subcontractor selected?

Responses

Questions and Answers: Offerors are requested to provide questions concerning this RFP, or comments that would help the Government improve the procurement. Unless otherwise noted, all questions must be received by 1500, Pacific Time on 31 August 2017.

Bid/No Bid: Offerors are requested to provide a bid/no bid decision concerning this RFP. Unless otherwise noted, bid/no bid decisions, and any requests for additional time, must be received by 1500 Pacific Time on 05 September 2017.

If a No Bid:

The Government desires more than one offeror to submit a proposal to this action. To that end, the Government requests that, should a potential offeror decide to **No Bid** this action, they document to the Government via email:

- a) Why no proposal is being submitted
- b) If additional time to respond to the RFP would cause the offeror to submit a proposal; and if so, how much additional time would be required (if the Government does not receive an affirmative response indicating more time is required the time allotted for receipt of proposals will not be extended)
- c) If the Government were able to lessen/reduce the minimum experience levels required for this effort, would that enable the offeror to now submit a proposal? If

yes, please provide the labor category/categories and the new minimum experience level that would allow the offeror to propose this effort.

Due Date: The Government reserves the right to revise the due date for proposals. At this time the deadline for proposal receipt is 1500 Pacific Time on 11 September 2017.

Please send inquiries and all submissions to Contract Specialist, Ms. Sarah Murr,
sarah.murr@navy.mil with copy furnish to (b)(6)
(b)(6) **navy.mil**

PERFORMANCE WORK STATEMENT

PWS Designation: PWS 058
Contract: TBD Center Cyber SB MAC
TO: TBD
Task Title: AN/USQ-144(v) Automated Digital Network System (ADNS) External and Network Interfaces Integration Engineering Support
Date: 28 August 2017

1.0 SCOPE

Space and Naval Warfare Systems Center (SPAWARSYSCEN) Pacific, Code 55160, has been tasked by PMW-160 to provide external and network interfaces integration engineering services to the AN/USQ-144(v) Automated Digital Network System (ADNS).

1.1 Background

The Automated Digital Network System is an Acquisition Category II (ACAT II) spiral development program that incorporates and adapts a variety of Commercial Off-the Shelf (COTS) and Government Off-the Shelf (GOTS) hardware and software. ADNS is the Tactical Internet Protocol (IP) Routing and Switching system for all Wide Area Network (WAN) IP services which connect afloat units to the various global shore sites. It provides ship and shore IP connectivity and promotes the efficient use of available satellite and line of sight communications bandwidth. ADNS is engaged in converging all voice, video and data communications between ship and shore to an IP medium taking full advantage of all radio frequency (RF) means aboard ship to transmit data efficiently. ADNS automates the routing and switching of tactical and strategic C4I data via Transmission Control Protocol/Internet Protocol (TCP/IP) networks linking deployed battle group units with each other and with the Defense Information Systems Network (DISN) ashore.

ADNS is being fielded in differing variants for surface ships, submarines, aircraft and naval shore stations as system AN/USQ-144(V). Variants are grouped into Increments determined by the platform capabilities of ship or shore site installations.

2.0 APPLICABLE DOCUMENTS

In the event of a conflict between the text of this PWS and the references cited herein, the text of this PWS shall take precedence. The following documents are referenced for guidance. Nothing in the document, however, shall supersede applicable laws and regulations, unless a specific exemption has been obtained.

- 2.1 ADNS Program Office. Capability Production Document for Automated Digital Network System (ADNS), ADNS Increment III CPD, V1.0, Designated by OPNAV N7/N8, dtd 12 May 2008.
- 2.2 Automated Digital Network System Implementation Plan Template, PEO C4I, PMW-160
- 2.3 Automated Digital Network System Test Plan Template, PEO C4I, PMW-160
- 2.4 Automated Digital Network System Test Report Template, PEO C4I, PMW-160

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- 2.5 Performance Specification, Automated Digital Network System (ADNS) Increment III, Version 4.4, dtd 28 Jan 2007.
- 2.6 DoD Manual 8570.01-M – Information Assurance Workforce Improvement Program
- 2.7 DoD Directive 8570.01 – Information Assurance Training, Certification, and Workforce Management
- 2.8 DoD Instruction 8500.2 - Information Assurance (IA) Implementation
- 2.9 SECNAV M-5239.2 dtd June 2016

3.0 TECHNICAL REQUIREMENTS - For both Base and Option period of performance

The contractor shall produce and deliver a monthly status report outlining the financial, cost, and performance status of the following tasks. (CDRL A001)

3.1 Engineering and Technical Support Services – External and Network Interfaces Engineering Support.

The following tasks and deliverables apply to the base period and each option period of performance, if the option period is exercised by the Government. Estimated numbers of tasks below are per each period of performance.

3.1.1 External/Network Interfaces Engineering Technical Support: The contractor shall perform technical document reviews and participate in technical working groups with providers of external/network interfaces to the ADNS system, estimated at 24 document reviews. Cybersecurity is a component part of the overall engineering input to the process. These external and network interfaces are primarily focused on the following list of programs:

The PMW-170 sponsored programs:

(b)(7)

(b)(7)

The PMW-160 sponsored programs:

(b)(7)

(b)(7)

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The PMW-790 sponsored programs

(b)(7)

(b)(7)

As a result of findings of the technical document reviews and working groups, the contractor shall update specification(s), Enterprise Change Requests (ECRs), Engineering Change Notices (ECNs), field changes/modifications to configurations, estimated at 24 total updates. The ECR/ECN process will lead to resolution of readiness and performance issues identified during the ECR process. The contractor shall attend technology interchange meetings with customers at US Navy locations and provide technical details concerning the ADNS system, estimated at 24 times. This tasking shall be performed in accordance with (IAW) Applicable Document 2.1. (CDRL A019A)

- 3.1.2 External/Network Interfaces Integration and Testing:** The contractor shall provide integration test support to include participation at the Enterprise Engineering and Certification (E2C) and the Independent Verification and Validation (IV&V) test facilities supporting interoperability requirements test events. This technical support of external and network interfaces integration includes test planning/setup/operation/validation and evaluation, estimated at 12 test events. The contractor shall provide external/network interface integration test engineering support in the form of generating and validating interface configurations to the fielded system. Contractor support shall include generation of interface integration test documents: Integration Test Plan, Test Report and Implementation Plan in conformance with the ADNS ECR/ECN process. This tasking shall be performed IAW Applicable Documents: 2.2, 2.3 and 2.4. (CDRLs A019B, A027, A029)

3.1.3 Technical Assistance Support: The contractor shall provide engineering change support to the In-Service Engineering Activity (ISEA) team via remotely and on-site services on equipment/systems to perform troubleshooting, identification of root cause and correction of Casualty Reports (CASREP) and other system specific faults and failures. This tasking is to determine the source of the casualty and fix it within the ADNS system or make recommendations to other programs/technical experts within interfacing programs. The engineering change support shall include

(b)(7)

(b)(7)

programs), and IAW Applicable Document 2.5. The Contractor shall provide Information Technology Systems Support to SSC Pacific, ADNS engineering team for classified and unclassified networks, including System Administration; Cybersecurity compliance; network monitoring and intrusion detection and prevention; system security vulnerability assessment and correction; and asset risk assessment. (IAW Applicable Document 2.8).

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3.1.4 Reporting: Reports are to be delivered in accordance with the attached Contract Data Requirements List (CDRL), DD Form 1423-1.

4.0 CYBER SECURITY WORKFORCE (CSWF) INFORMATION ASSURANCE:

Certifications are required for contractor personnel under this task order: Contractor shall act as IA Technician (IAT).

Contractors performing work at SSC Pacific requiring administration access to networking and computer equipment shall acquire Information Assurance Technical (IAT) Level 2 certification to include at a minimum Certification in Security+, Cisco Certified Network Associate (CCNA) IAT certification.

a) The Contractor shall ensure personnel supporting this contract who are performing IA functions that are designated as IA Workforce positions IAW DoD 8570.01-M shall be trained and certified in accordance with DFARS Clause 252.239-7001 Information Assurance Contractor Training and Certification. The contractor shall follow SECNAVINST 5239.3A of 20 Dec 2004 & DoD 8500.2 of 6 Feb 2003 when performing IA tasks orders. The Contractor shall meet applicable information assurance certification requirements, including **(1)** DoD-approved IA workforce certifications appropriate for each specified category and level and **(2)** appropriate operating system certification for information assurance technical positions as required by SECNAV M-5239.2 dtd June 2016 and DoD 8570.01-M.

b) The contractor shall provide documentation supporting the information assurance certification status of personnel performing information assurance functions, reporting current IA certification status and compliance using CDRL Contractor Roster, DI-MGMT-81596 in the format prescribed by the COR.

c) Contractor personnel who do not have proper and current certifications shall be denied access to DoD information systems for the purpose of performing information assurance functions.
(CDRL A012)

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5.0 TRAVEL:

During the effort, travel is anticipated to the following CONUS and OCONUS locations and applies to the base period and each option period of performance, if the option period is exercised by the Government.

	Destination	Days	Travelers	Trips
	(b)(7)			

6.0 GOVERNMENT FURNISHED EQUIPMENT/INFORMATION:

The Government will provide the contractor access to information and documentation (relative to the requirements) within 10 days of written request. SSC Pacific will provide contractor personnel access to development, installation, and maintenance sites to support the efforts outlined in Paragraph 3.0 of this document.

7.0 SECURITY REQUIREMENT:

A SECRET Clearance is required. Contractor Engineers and Subject Matter Expert (SME) personnel need to configure and test Communications Security Material System (CMS) equipment in performance of this task. All work is to be performed in accordance with DoD and Navy Operations Security (OPSEC) requirements and in accordance with the OPSEC attachment DD-254.

Contractor personnel shall comply with all applicable security and safety regulations, guidance, and procedures, including local, referenced in this PWS and in effect at the work sites.

All contractor personnel shall possess the required security certifications and training in accordance with DoD Directive 8570.01 (Applicable Document 2.7).

7.1 Operations Security (OPSEC): OPSEC is a five step analytical process (identify critical information; analyze the threat; analyze vulnerabilities; assess risk; develop countermeasures) that is used as a means to identify, control, and protect unclassified and unclassified sensitive information associated with U.S. national security related programs and activities. All personnel working under this task will at some time handle, produce or process Critical Information or Critical Program Information, and therefore all Contractor personnel must practice OPSEC. All work is to be performed in accordance with DoD OPSEC requirements, and in accordance with the OPSEC attachment to the DD254.

8.0 PLACE OF PERFORMANCE

The government will provide access to the Automated Digital Network System (ADNS)

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Development Test Lab (b)(7) the E2C test facility, (b)(7) t the Seaside Area, and the Joint Integrated Communications Facility at (b)(7) SPAWARSYSCEN Pacific in San Diego, CA in the performance of this task. These facilities host the ADNS development test beds, which incorporate all needed COTS/GOTS equipment including radio frequency systems and cryptological devices. Performance may also take place at contractor facilities and travel locations listed above in paragraph 5.0.

9.0 OTHER:

9.1 ENTERPRISE CONTRACTOR MANPOWER REPORTING APPLICATION (ECMRA)

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the Space and Naval Warfare Systems Command (SPAWAR) via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address:

<https://doncmra.nmci.navy.mil>.

Reporting inputs (from contractors) will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://doncmra.nmci.navy.mil>.

For purposes of ECMRA reporting, the Federal Supply Code / Product Service Code applicable to this contract/order is D316.

Details about ECMRA can be found at NMCARS 5237.102(90)
https://acquisition.navy.mil/rda/home/policy_and_guidance/nmcars.

9.2 Contractor Employee Identification

Contractor employees shall identify themselves as contractor personnel by introducing themselves or requesting they be introduced as contractor personnel and display distinguishing badges or other visible identification for meetings with Government personnel. In addition, contractor personnel shall appropriately identify themselves as contractor employees in telephone conversations and formal and informal written correspondence.

9.3 Foreign Travel Requirements

If foreign travel is required, all outgoing Country/Theater clearance message requests shall be submitted to the SSC Pacific foreign travel team, Topside, Building 27, 2nd Floor – Room 206 for action. A Request for Foreign Travel form shall be submitted for each traveler, in advance of the travel, to initiate the release of a clearance message at least 40

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days in advance of departure. Each Traveler must also submit a Personal Protection Plan and have a Level 1 Antiterrorism/Force Protection briefing within one year of departure and a country specific briefing within 90 days of departure. AntiTerrorism/Force Protection (AT/FP) briefings are required for all personnel (Military, DoD Civilian, and contractor) per OPNAVINST F3300.53C. Contractor employees must receive the AT/FP briefing annually. The briefing is available <https://atlevel1.dtic.mil/at/>, if experiencing problems accessing this website contact ssc_fortrav@navy.mil. Forward a copy of the training certificate to the previous email address or fax to (619) 553-6863, SERE 100.1 Level A Code of Conduct training is also required prior to OCONUS travel for all personnel. SERE 100.1 Level A training can be accessed at <https://wwwa.nko.navy.mil>. Other specialized training for specific locations may also be required; contact the SSC Pacific foreign travel team.

10.0 PERFORMANCE REQUIREMENTS SUMMARY

External and Network Engineering, PWS para. 3.1.1, External/Network Interfaces engineering support tasks are performed in accordance to the specifications outlined in PWS Applicable Documents 2.1 - 2.8. Tasks are performed in a professional and timely manner, and within estimated budgets. Test Support, PWS para. 3.1.2, Test support tasks are performed in accordance to the specifications outlined in PWS Applicable Documents 2.1 - 2.8. Tasks are performed in a professional and timely manner, and within estimated budgets. Technical Support, PWS para. 3.1.3, Technical support tasks are performed in accordance to the specifications outlined in PWS Applicable Documents 2.1 - 2.8. Tasks are performed in a professional and timely manner, and within estimated budgets. Status Reports, document changes, technical reports will be accurate, timely, up-to-date. Contractor provided roster will be on time and meeting 100% of customer requirements. Acceptable level of quality and performance standards for the Contractor shall be IAW applicable requirements, standards, and specifications identified in Applicable Documents 2.0 and shall meet 99% of all PWS, and CDRL requirements.

11.0 INSPECTION AND ACCEPTANCE

Quality assurance of contractor services will be performed by the Contracting Officer's Representative (COR (b)(6) Code 55160, SSC-PAC, (619) 553-5696, (b)(6) navy.mil. All deliverables shall be delivered to SPAWAR Systems Center Pacific, San Diego, for review and inspection by the government COR. The COR Support Manager (CSM) is (b)(6) SPAWARSYSCEN Pacific, Code 56201, (619) 553-8996, (b)(6) @navy.mil.

CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY: TDP ___ TM ___ OTHER <u>X</u>		
D. SYSTEM/ITEM ADNS External/Network Interface Integration Eng.			E. CONTRACT/PR NO. N66001-17-D-00XX		F. CONTRACTOR TBD	
1. DATA ITEM NO. A001	2. TITLE OF DATA ITEM Contractor's Progress, Status & Management Review			3. SUBTITLE Monthly Progress Report		
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80227			5. CONTRACT REFERENCE PWS para 3.1		6. REQUIRING OFFICE 55160	
7. DD 250 REQ LT	9. DIST STATEMENT D	10. FREQUENCY MTHLY	12. DATE OF 1ST SUBMISSION 45 DAC	14. DISTRIBUTION		
8. APP CODE N/A		11. AS OF DATE SEE BLK 16	13. DATE OF SUBSEQUENT SUBMISSION 15 DARP	a. ADDRESSEE	b. COPIES Draft Reg Repro	
16. REMARKS Blk 9: The following information shall be included on the deliverable: DISTRIBUTION Authorized to the DoD and U.S. DoD Contractors Only: Premature dissemination (*date statement applied). Other requests shall be referred to: Commanding Officer SPACE AND NAVAL WARFARE SYSTEMS CENTER PACIFIC Code 85300 Electronic Media & Publications San Diego, CA 92152-5001 WARNING: This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, USC, Sec 2741, et seq) or the Export Administration Act of 1979 as amended, Title 50, USC App. 2401 et seq. Violation of these export laws are subject to severe criminal penalties. Disseminate in accordance with the provisions of DoD Directive 5230.25. BLOCK 4: The MSR shall be submitted electronically and consist of <u>three</u> parts. The first two parts shall be provided in the Excel format of CDRL Attachment 1 and 2 with all cells filled in. The third part shall be provided in Word format and consist of a narrative addressing, at a minimum: a. Performance Status – Identify significant accomplishments and progress made during the affected reporting period by SOW/PWS paragraph. Also identify significant challenges or risks encountered that impact the successful delivery of required services. b. Schedule Status – Identify schedule for and status of all deliverables. If the efforts are not on schedule, indicate the reason for the delay and provide a revised completion /delivery date. c. Financial Status –Identify at a summary level and by SOW/PWS paragraph the total amount planned by appropriation, total amount received to date by appropriation, planned vs actual burn rate by appropriation and Estimate At Completion (EAC). Identify any travel accomplished with sufficient detail to support costs and provide a detailed description of the ODC's authorized at time of award and ODC costs incurred to date. This description does not waive the requirement for formal Limitation of Funds/Cost notifications, when warranted. d. Personnel Status/Staffing Plan – Identify labor hours planned for each employee charging to the contract/task order by SOW/PWS paragraph, the actual cumulative total to date, CAC and training status per Attachment 1. Identify by Employee Code, labor category, fully burdened labor rate per Attachment 2. This requirement applies to the Prime and any subcontractors supporting this effort. Subcontractors may provide the information directly to the Contracting Officer and COR. Blks.12, & 13: The Contractor shall deliver the initial monthly report 35DAC. Subsequent submissions due no later than 10 days after the end of the prior month. No Government response to the Report within 30 days of submission constitutes approval. Blk. 14: Deliver electronically to each of the following addressees: Code 55160 (b)(6).mil Code 55160 (b)(6) Code 55160 (b)(6)navy.mil Code 55101 ssc_pac_551_cdrls@navy.mil (letter of transmittal only)				M/F CODE 55160	3	
				M/F CODE 55101	1	
				15. TOTAL ----->		
G. PREPA (b)(6)	H. DATE 07/15/2017		I. APPROVED BY (b)(6)		J. DATE 08/10/2017	

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE

CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY: TDP ___ TM ___ OTHER <u>X</u>		
D. SYSTEM/ITEM ADNS External/Network Interface Integration Eng.			E. CONTRACT/PR NO. N66001-17-D-00XX		F. CONTRACTOR TBD	
1. DATA ITEM NO. A012	2. TITLE OF DATA ITEM CONTRACTOR ROSTER			3. SUBTITLE INFORMATION ASSURANCE WORK FORCE CONTRACTOR ROSTER		
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-81596			5. CONTRACT REFERENCE PWS para 7.0		6. REQUIRING OFFICE 55160	
7. DD 250 REQ LT	9. DIST STATEMENT D	10. FREQUENCY ONE/R	12. DATE OF 1ST SUBMISSION 15DAC	14. DISTRIBUTION		
8. APP CODE N/A		11. AS OF DATE 0	13. DATE OF SUBSEQUENT SUBMISSION N/A	a. ADDRESSEE	b. COPIES Draft Reg Final	
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				M/F CODE 55101	1	
				15. TOTAL ----->		
G. PREPARED BY (b)(6)		H. DATE 07/15/2017		I. APPROVED BY (b)(6)		
				J. DATE 08/10/2017		

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A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY: TDP ___ TM ___ OTHER <u>X</u>		
D. SYSTEM/ITEM ADNS External/Network Interface Integration Eng.			E. CONTRACT/PR NO. N66001-17-D-00XX		F. CONTRACTOR TBD	
1. DATA ITEM NO. A019A	2. TITLE OF DATA ITEM Document Changes			3. SUBTITLE ECR/ECN Process Documents		
4. AUTHORITY (Data Acquisition Document No.) DI-MISC-80508B			5. CONTRACT REFERENCE PWS para 3.1.1		6. REQUIRING OFFICE 55160	
7. DD 250 REQ LT	9. DIST STATEMENT D	10. FREQUENCY SEE BLK 16	12. DATE OF 1ST SUBMISSION 45DAC	14. DISTRIBUTION		
8. APP CODE N/A		11. AS OF DATE 0	13. DATE OF SUBSEQUENT SUBMISSION SEE BLK 16	a. ADDRESSEE	b. COPIES Draft Reg Final Repro	
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D. SYSTEM/ITEM ADNS External/Network Interface Integration Eng.			E. CONTRACT/PR NO. N66001-17-D-00XX		F. CONTRACTOR TBD					
1. DATA ITEM NO. A019B	2. TITLE OF DATA ITEM Technical Report – Study Services			3. SUBTITLE Implementation Plan						
4. AUTHORITY (Data Acquisition Document No.) DI-MISC-80508B			5. CONTRACT REFERENCE PWS para 3.1.2		6. REQUIRING OFFICE 55160					
7. DD 250 REQ LT	9. DIST STATEMENT D	10. FREQUENCY SEE BLK 16	12. DATE OF 1ST SUBMISSION 45DAC		14. DISTRIBUTION					
8. APP CODE N/A		11. AS OF DATE 0	13. DATE OF SUBSEQUENT SUBMISSION ASREQ		a. ADDRESSEE		b. COPIES			
							Draft	Final		
							Reg	Repro		
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15. TOTAL ----->					0	4	0			
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A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY: TDP ___ TM ___ OTHER <u>X</u>					
D. SYSTEM/ITEM ADNS External/Network Interface Integration Eng.			E. CONTRACT/PR NO. N66001-17-D-00XX		F. CONTRACTOR TBD				
1. DATA ITEM NO. A027		2. TITLE OF DATA ITEM Test Plan			3. SUBTITLE Production Integration Test Plan				
4. AUTHORITY (Data Acquisition Document No.) DI-MISC-80508B			5. CONTRACT REFERENCE PWS para 3.1.2		6. REQUIRING OFFICE 55160				
7. DD 250 REQ LT		9. DIST STATEMENT	10. FREQUENCY SEE BLK 16	12. DATE OF 1ST SUBMISSION 20DPTT	14. DISTRIBUTION				
8. APP CODE N/A		D	11. AS OF DATE 0	13. DATE OF SUBSEQUENT SUBMISSION SEE BLK 16	a. ADDRESSEE		b. COPIES		
							Draft	Final	
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A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY: TDP ___ TM ___ OTHER <u>X</u>					
D. SYSTEM/ITEM ADNS External/Network Interface Integration Eng.			E. CONTRACT/PR NO. N66001-17-D-00XX		F. CONTRACTOR TBD				
1. DATA ITEM NO. A029		2. TITLE OF DATA ITEM Technical Report - Study/Services			3. SUBTITLE External Interface Integration Test Report				
4. AUTHORITY (Data Acquisition Document No.) DI-MISC-80508B			5. CONTRACT REFERENCE PWS para 3.1.2		6. REQUIRING OFFICE 55160				
7. DD 250 REQ LT		9. DIST STATEMENT D	10. FREQUENCY SEE BLK 16	12. DATE OF 1ST SUBMISSION 15DATC	14. DISTRIBUTION				
8. APP CODE N/A			11. AS OF DATE 0	13. DATE OF SUBSEQUENT SUBMISSION SEE BLK 16	a. ADDRESSEE		b. COPIES		
							Draft	Final	
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CONTRACT NUMBER:		SSC Pacific QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)				DATE:		11-Aug-17	
CONTRACTOR:		Task Order Number:				TBD			
COR:		(b)(6)				OTHER THAN COR SURVEILLANCE Data was verified BY :		(b)(6) Technical POC	
	Performance Objectives, Standards, and AQLs					METHOD OF SURVEILLANCE	FREQUENCY	RATING	SUPPORTING DOCUMENTATION AND CLARIFYING COMMENTS
	OBJECTIVES	SOW / PWS (PARA)	CDRL #	EXPECTED STANDARD	ACCEPTABLE QUALITY LEVEL (AQL)				
CPARS GROUPS									
Technical/QUALITY OF SERVICE	Complete and deliver Status Reports	3.1	A001	Provide a Status Report to the government to include accurate monthly activities and progress	Status Reports were accurate, timely up to date, and free of spelling and grammatical errors. Status Reports shall include progress, labor (fully burdened labor rate, name, hours worked & hours to date) costs for that period. (Monthly) (A001) / Reports were timely, up to date, and met DID requirements 98% of the time	Analysis of Reports	Monthly		Rework hours expended will be non-fee bearing. Persistent problems will result in negative assessment in applicable CPARS criteria.
Technical/QUALITY OF SERVICE	Complete and deliver Technical Reports	3.1	A019A, A019B,	Tasks are performed as described in the PWS .	ECR/ECN process documents (production specifications, ECR, ECN, field changes/modifications to production configurations) and Implementation Plans shall be in accordance to the specifications outlined in the PWS applicable documents 2.1.	Analysis of Reports	as needed		
Technical/QUALITY OF SERVICE	Complete and deliver Test Plans	3.1	A027	Tasks are performed as described in the PWS .	External/Network Interface Integration Test Plan incorporated requirements for ADNS program Office and shall be in accordance to the specifications outlined in the PWS applicable documents2.2-2.4. Contractor provided test plans on time and meeting 99% of customer requirements.	100% Inspections	as needed		
Technical/QUALITY OF SERVICE	Complete and deliver Test Reports	3.1	A029	Tasks are performed as described in the PWS .	External/Network Interface Integration Test Report incorporated requirements for ADNS program Office and shall be in accordance to the specifications outlined in the PWS applicable documents2.2-2.4.	100% Inspections	as needed		
Schedule/Timelines	Complete and deliver Contractor Roster	4.0	A012	Tasks are performed as described in the PWS .	Cyber Security Work Force (CSWF) Contractor Roster was in alphabetical order listing of the full name, email address, position held and applicable CSWF certification of personnel assigned to this task order in accordance with PWS para 4.0. Roster did not include any PII. Contractor provided in a timely manner, meeting 100% of PWS and CDRL requirements.	100% Inspections	as needed		
Cost Control	Work is completed in accordance with the PWS.	N/A	N/A	Milestones are completed on a timeline and in an order that preserves the contract schedule.	95% of milestones are completed on time	Progress or Status Meeting	as needed		
Management & Personnel or Business Relations	Manage Costs	N/A	N/A	Accurate Invoices with no errors; costs are within 2% of budget for period	no more than one error per four invoices; costs are within 2% of budget 90% of the time.	Analysis of Reports	Annually		
Small Business Subcontracting	Assure that customers are satisfied with business relationship	N/A	N/A	Customers must be satisfied based on a 5-point scale	100% of customers contacted must indicate 3 or better on survey	User Survey	random		